



RESOLUTION

AUTHORIZING THE MAYOR OR THE MAYOR'S DESIGNEE TO APPLY FOR GRANT FUNDS AWARDED THROUGH THE UNITED STATES DEPARTMENT OF LABOR'S HOMELESS VETERANS' REINTEGRATION PROGRAM AND TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATED THERETO

WHEREAS, Chapter 1, Article 8, Revised Ordinance of Honolulu 1990, as amended (ROH), requires that any intergovernmental agreement or any amendments thereto which place an obligation upon the City or any department or agency thereof shall require City Council consent and approval; and

WHEREAS, ROH Chapter 1, Article 8, also requires that, when carrying out the provisions of any intergovernmental agreement, all applications and/or amendments thereof, statistical data programs, reports or other official communications which support the application and which are required to be provided by the City and County of Honolulu (City) or its component departments to any other governmental or quasi-governmental agency shall first be presented to the City Council for its review and approval prior to its transmittal; and

WHEREAS, the U.S. Department of Labor's (USDOL) Homeless Veterans' Reintegration Program is offering Stand Down grant funds to support local Stand Down events which enhance employment and training opportunities or to promote the self-sufficiency of homeless veterans; and

WHEREAS, a copy of the City's Stand Down grant application to USDOL is attached hereto as Exhibit A and incorporated therein by this reference; and

WHEREAS, the Office of Housing is proposing a one-day event on August 6, 2015 at Beretania Community Park to reach homeless veterans and provide them with housing information, medical assistance, case assessment and job readiness skills; now therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that the application for the United States Department of Labor's Homeless Veterans' Reintegration Program Stand Down grant funds, attached hereto as Exhibit A, is hereby approved; and



RESOLUTION

BE IT FURTHER RESOLVED that the Mayor or the Mayor's designee is hereby authorized to execute the proposed intergovernmental agreement with USDOL for Stand Down grant funds relating to the receipt, use and administration of said funds, as well as any other incidental agreements in connection therewith; and

BE IT FINALLY RESOLVED that copies of this Resolution be transmitted to the Executive Director of the Office of Housing.

INTRODUCED BY:

(br)

DATE OF INTRODUCTION:

JUL 15 2015

Honolulu, Hawaii

Councilmembers



Stand Down Grant Application

Instructions:

This Stand Down Grant Application form represents the applicants' request for Stand Down Funds and is used to explain the Program and Budget Narratives Requirements. All required Stand Down Grant Application documents are located

at: <http://www.dol.gov/vets/programs/stand%20down/> Your narrative to the questions in section 3&4 are limited to (2) pages. When completed, the application will be forwarded with all attachments outlined in Section 5.

1. Applicant Information for Stand Down:

a. Legal Name: **City & County of Honolulu, Managing Director's Office**

b. Street Address: **530 South King Street, Room 305**

c. City: **Honolulu**

d. State: **HI**

e. Zip Code: **96813**

f. Federal Register Funding Opportunity Number: 17.805

g. Applicant Dun and Bradstreet Number:
0777016470000

h. Point of Contact: **Jun Yang**

2. Event Information:

a. Start Date:	8/6/15	b. End Date:	8/6/15	c. Grant Amount Requested	\$7,000.00
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d. Is the applicant registered with the Internal Revenue (IRS)? Y__N__X__

Does the applicant maintain an IRS 501 (c) 3 or IRS 501 (c) 19 letter from the IRS claiming non-profit status. Y__N__X__

e. Address of Stand Down venue, Counties served by the Stand Down and the number of homeless veterans to be served? **Venue: Beretania Community Park, 1290 A`ala Street, Honolulu 96817, Honolulu County; Homeless Veterans to be served: 100**

f. Applicants must maintain an active System for Award Management (SAM) registration that is current through the Stand Down award period. Provide a copy of the SAM registration with the following: SAM activation date and SAM expiration date. **IJC6**

Note: Applicants must review and comply with all the requirements outlined on DOL-VETS website located at: <http://www.dol.gov/vets/programs/stand%20down/>

1) Federal Register, FY 2014 thru 2016 Stand Down Request at www.federalregister.gov

2) Technical Assistance Guide (TAG) for Stand Down Grant Funding;

3) Special Grant Provisions for Stand Down Events;

4) Stand Down Grant Application Review Checklist.

3. Program Narrative:

- a. Provide a detailed plan that clearly demonstrates how the grant funding will be used for homeless veterans only. Include the purpose and expected results of the Stand Down.

Agency Background

Mayor Kirk Caldwell and the Administration of the City and County of Honolulu are committed to assisting our homeless veterans find housing on the island of Oahu and ending veteran homelessness. To accomplish this, the Mayor's Office of Housing is partnering with the Department of Veteran's Affairs, Department of Labor, Department of Housing and Urban Development, the Continuum of Care partners and nonprofit agencies to provide housing and wrap around services for our veterans through the Housing First model. Community events like the 2015 Stand Down allow more opportunities to reach homeless veteran populations and provide housing.

As the host of this 2015 Stand Down event on August 6th, the City & County of Honolulu hopes to build on the successes of previous events and focus on housing every veteran. This grant will help to extend the reach of our community partners joined in this effort and provide much needed relief for homeless veterans on Oahu.

Targeted Event Focus

The focus of the 2015 Stand Down event is much more targeted than previous events have been to meet new federal initiatives this year. In addition to providing a variety of services through our community partners, the focus of this year's event is to match every veteran with transitional shelters that have openings and begin the process of housing. Agencies will be able to do intakes at the event and start case management for veterans that are ready to be housed. Those who are not ready but would like help with case management also have the option of doing an intake connect with assistance immediately. Veterans who are job-ready will have access to resumé classes and employment assistance on event day from One Stop Career Center representatives, Local Veteran Employment Representatives (LVER) and Disabled Veteran Outreach Program (DVOP). Veterans who are not job-ready will be able to receive information on job preparation, receive employment coaching and assistance and attend classes on a future date. Optimally, every veteran that attends will be added to a By Name List that will assist agencies in future outreach.

Need

According to the 2015 Point In Time Count conducted on January 25, the total population of homeless veterans in Oahu is 467. Of the total, 240 are sheltered and 227 are unsheltered. On Oahu, unsheltered homeless veterans account for almost twelve percent of our total unsheltered homeless population. Of particular concern, is the increase of unsheltered homeless veterans of more than thirty-three percent since the previous 2014 Point In Time Count. This surge in the population of unsheltered homeless veterans is reportedly due to the replacement of newly arrived homeless veterans recently separated from active duty. Therefore, it is urgent that we aggressively focus our efforts to housing every veteran that comes to the 2015 Stand Down event.

On the national level, President Obama's Administration and over nineteen government agencies have committed to ending veteran's homelessness by the end of 2016. Through these various initiatives, our Continuum of Care providers have already seen a decrease in veterans' homelessness. We believe that outstanding community collaboration is attributed to this success and will continue to have lasting impact. This Stand Down event is needed to continue this momentum of housing veterans, connecting them to services, and affirming connections between providers and other community partners. Another important aspect of this event is an opportunity for outreach workers to network and further improve collaboration efforts to serve homeless veterans.

Geographical Area To Be Served

The geographical area to be served includes the urban area of City & County of Honolulu identified as Congressional District area HI-001. To accomplish this, the Veteran Stand Down will be in central location where public transportation is convenient and many veterans are reported to be residing. This central location may serve as a regular Stand Down location for urban Honolulu in the future.

Expected Outcomes

We expect that the 2015 Stand Down event will produce the following outcomes:

- Veterans will receive a hot meal, access to medical services from Tripler Army hospital, and on-site dental services from a nonprofit clinic, referrals/applications to Supplemental Nutrition Assistance Program for future

food security, hygiene kits, gift cards, haircuts, clothing, and more.

- Veterans will be connected to a service provider before leaving event and have the option to enter transitional or emergency shelter.
- Veterans will also have the opportunity during intake to start the longer-term housing process with representatives from HUD-VASH, SSVF, and HPRP providers.
- Veterans who are job-ready will have access to resumé classes and employment assistance on event day from One Stop Career Center representatives, Local Veteran Employment Representatives (LVER) and Disabled Veteran Outreach Program (DVOP). Veterans who are not job-ready will be able to receive information on job preparation, receive employment coaching and assistance and attend classes on a future date.
- Veterans will also be added to a By Name List with current locations they are residing that will assist providers with collaboration on future outreaches and coordinate a Master List for current government initiatives to end veteran homelessness.

Post Event Report

Per grant requirements, funds will be spent down within 90 days of the Stand Down event and a post-event report including actual event activities and expenditures will be submitted no later than 30 days after the event day, August 6, 2015.

b. Explain the role of the DVOP Specialist at the Stand Down.

Veterans who are job-ready will have access to resumé classes and employment assistance on event day from One Stop Career Center representatives, Local Veteran Employment Representatives (LVER) and Disabled Veteran Outreach Program (DVOP). Veterans who are not job-ready will be able to receive information on job preparation, receive employment coaching and assistance and attend classes on a future date.

4. Budget Narrative:

- a. Provide an itemized budget for all planned expenditures listed on the SF 424A, Section B, Budget Categories (e. Supplies, f. Contractual ect.) and describe methodology used to determine the cost estimates such as price per quantity, as outlined in the Federal Register Notice.

The 2015 Stand Down Event budget maximized grant monies allotting over seventy percent to resupplying veterans with necessities for life. It is our hope that these items will not only provide relief from the outdoor elements but also enable them to find a job, housing, and a second chance on life.

The first item is transportation to the event from the outskirts of urban Honolulu. It is important to have as many attendees as possible and provide those who may be disabled or lack transportation a ride to the event. Mini-buses or shuttle vans will be used to bring in veterans from designated sites, such as Waikiki and the Honolulu Airport areas, and return them home.

Located on A`ala Street, the Beretania Park facility rental includes the deposit, furnishing, building and restroom facilities, and rubbish dumpster. The location opens at 7:00 a.m. and is available for event set-up. Parking on the street front of the building may be reserved for loading and unloading. The parking lot will be available for veterans and volunteers to park on event day.

The building has two classrooms: one is an empty space that can be partitioned; the other is furnished with 30 chair/desks, and a whiteboard. Employment preparation classes and other activities will be conducted in the two available classrooms. Veterans will be able to sign-up for classes being offered that day and times to speak with a case manager and/or employment specialists during registration.

There are 30 chairs and 11 tables presently but 120 more chairs and 20 more tables will be rented for eating areas, service providers to use, and classroom activities. A gracious donor will be bringing two 20x20 tents to cover the courtyard area for eating and activities. A sound system and generator will be rented for the program and announcements.

The budget includes \$1000 (or \$10/veteran) for a hot meal and bottled water for lunch at the event. To insure every veteran (and only veterans) receives a lunch, tickets will be given at the door upon registration. An annual donor that provided food last year will serve the breakfast.

Supplies will be for 100 homeless veterans and can be purchased in the bulk needed for the event. For clothing, \$27.85 per veteran was budgeted for new t-shirts, men/women's underwear, pants, and socks. Veterans will be able to receive at least one of each new item and any extras if any are left. Gently used clothing will also be available for veterans to take with them. Clothing vouchers will be sought from local second-hand stores for future needs and job interviews.

Reusable giveaway bags will be pre-packed with a paper pad/notebook, pens, and folder for taking notes in class; hygiene kits (soaps, shampoos, conditioners, toothbrushes, toothpaste, and floss); a fleece blanket; a flash drive (for saving any resumé work at event and future job searches); and donated items given by the community. Non-prescription glasses will be available for veterans that need them but will not be included in every bag.

All costs listed in the budget are inclusive of Hawaii General Excise tax.

Item	Cost
Fringe Benefits	\$0.00
Travel	\$0.00
Bus/Shuttle Transportation for veterans from designated sites	\$400.00
Facility Rental (Deposit, utilities, facilities and dumpster)	\$200.00
Equipment Rental	
1. Rental of 20 tables and 120 chairs	\$350.00
2. Sound system rental	\$265.00
Advertising (printing for flyers and posters)	\$300.00
Supplies (Based on 100 veterans)	
1. Lunch (meal, drinks & ice for 100 veterans @ \$10 each)	\$1,000.00
2. Clothing items (men and women's – underwear, t-shirts, pants and socks for 100 veterans @ \$27.85 total allowance for each veteran; for 100 veterans)	\$2,785.00
3. Hygiene Kits @ \$5.00 each (for 100 veterans)	\$500.00
4. Flash drives for employment classes & future job search (for 100 veterans at \$2.00 each)	\$200.00
6. Non-prescription reading glasses (for 100 veterans @ \$1.50 each)	\$150.00
7. Reusable bags, paper pads, pens, and folders for classes (for 100 veterans @ \$3.00 each)	\$300.00
8. Fleece blankets (for 100 veterans @ \$4.50 each)	\$450.00
9. Janitorial & kitchen supplies	\$100.00
Construction	\$0.00
Rubbish Dumpster	\$0.00
Total	\$7,000.00

- b. Fair share calculations must be applied as appropriate for expenditures. If you will be providing goods or services to non-homeless veterans as well as homeless veterans, please provide a fair share calculation for expenditures that will be shared among both.

Note: Only fair share expenditures for homeless veterans will be eligible for Reimbursement.

The Stand Down event will not have shared expenses. Tickets at the time of registration will be used to ensure only veterans receive meals, and giveaways. The access to classes and event will be through sign-up at registration only.

5. *All applicants must submit the following **MANDATORY** supporting documents with a Stand Down application.*

- a. Standard Form SF 424, Application for Federal Assistance, signed in **blue ink**: Y _ _ N ____
- b. Standard Form SF 424A, Budget Information, Non-Constructive Program: Y _ _ N ____
- c. Copy of IRS 501 (c) 3 or IRS 501 (c) 19: Y ____ N _ _
- d. Original signed Assurance and Certifications Signature Page: Y _ _ N ____
- e. Copy of SAM Registration form: Y _ _ N ____
- f. Letters of support from the State Workforce Agency: Y _ _ N ____
- g. Letter of support from referral services to secure immediate emergency housing: Y _ _ N ____
- h. Letter of support from a DVOP Specialist(s): Y _ _ N ____
- i. Letters of support from the Department of Veterans Affairs (VA) medical and mental health services:
Y _ _ N ____
- j. Survey on Ensuring Equal Opportunity for applicants: Y _ _ N ____
- k. Timeline with critical progress dates for planning, execution and follow-up: Y _ _ N ____

I am the individual who signed the SF 424 and I am authorized to enter into agreement with USDOL.

Authorized Electronic Signature:

Date:

Note: Please review and comply with the Federal Register Notice (FRN) for Stand Down Grant Requests. If you have additional questions or concerns please contact the Director, Veterans Employment and Training (DVET) in your State. If you have questions please contact your State Director, for Veterans Employment and Training (DVET). Once the application is complete please forward to your DVET for review and processing. Contact information for each DVET is located in the Veterans' Employment and Training Service (VETS) Staff Directory at: <http://www.dol.gov/vets/aboutvets/contacts/map.htm>

After receiving a grant award, the Federal Financial Report (SF 425) must be completed no later than 30 days after the end of Federal Fiscal Quarter in which the Stand Down was held. Instructions for completing this requirement are provided in the Health and Human Services, Payment Management System (HHS/PMS) information packet.

Post-event reporting requirements are located in the Technical Assistance Guide (TAG) for Stand Down Grant Funding and Stand Down Events Special Grant Provisions at:
<http://www.dol.gov/vets/programs/stand%20down/>

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII
CERTIFICATE

RESOLUTION 15-202

Introduced: 07/15/15

By: ERNEST MARTIN (BR)

Committee: BUDGET

Title: RESOLUTION AUTHORIZING THE MAYOR OR THE MAYOR'S DESIGNEE TO APPLY FOR GRANT FUNDS AWARDED THROUGH THE UNITED STATES DEPARTMENT OF LABOR'S HOMELESS VETERANS' REINTEGRATION PROGRAM AND TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATED THERETO.

Voting Legend: * = Aye w/Reservations

07/22/15	BUDGET	CR-294 – RESOLUTION REPORTED OUT OF COMMITTEE FOR ADOPTION.
08/05/15	COUNCIL	CR-294 AND RESOLUTION 15-202 WERE ADOPTED. 9 AYES: ANDERSON, ELEFANTE, FUKUNAGA, KOBAYASHI, MANAHAN, MARTIN, MENOR, OZAWA, PINE.

I hereby certify that the above is a true record of action by the Council of the City and County of Honolulu on this RESOLUTION.


GLEN TAKAHASHI, CITY CLERK


ERNEST Y. MARTIN, CHAIR AND PRESIDING OFFICER